

MINUTES OF GREAT WILBRAHAM PARISH COUNCIL

MEETING NUMBER 5

Held at Wilbraham's Memorial Hall on 17th November 2022.

Present: Councillor Hilary Burton; Councillor Chris Page; Councillor Sam Dhaliwal; County Councillor Claire Daunton; District Councillor Graham Cone.

7 Members of the public.

Members: 4 Quorum 3

Clerk: Mrs S Chambers-Turner

Meeting opened at 7.30pm

86. APOLOGIES FOR ABSENCE

Councillor Harmer

87. MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

None .

88. OPEN FORUM

- A member of the public addressed the Council to introduce himself as the new farmer for various lands around the village. The plans are for more livestock to be sited during the winter months and plans are in place to improve the hedgerows. James Kiddy is a very experienced farmer who has been working land in the surrounding areas for some time. The Parish Council look forward to working with James in the future.
- A member of the public wished to speak to the County and District Councillors to voice concerns over the planning department at South Cambridgeshire District Council. They had found that the system is difficult to navigate due to lack of information on the website and staff at call centres who are unable to assist with the enquiries. It was presumed that staff answering enquires did not have relevant training for the department whose call they were answering. District Councillor Cone apologised for the difficulties experience and that SCDC is working on improving the system. It was suggested that should problems arise in the future; the District Councillors would be happy to take issues back to the Council directly.

89. TO APPROVE MINUTES OF PREVIOUS MEETING

Councillor Dhaliwal reported an error in the minutes of 27th October 2022, item 79 Local Highways Improvement Scheme, should read Low Carbon for the purchase of 3 additional MVAS units.

It was proposed by Councillor Burton, seconded by Councillor Page and resolved that the minutes of the meeting held on 27th October 2022 28th were approved and signed after amendments have been made.

90. DISTRICT AND COUNTY REPORTS

County Councillor Daunton provided a report that was circulated to the Councillors prior to the meeting.

District Councillor Williams, Hoffman and Cone provided reports that were circulated to the Councillors prior to the meeting.

Full reports are available from the Website or upon request from the Clerk.

91. MATTERS ARISING/CHAIRMAN, COUNCILLORS AND CLERKS REPORTS INCLUDING CORRESPONDENCE

- A scheme which aims to double nature and help the district to Net Zero Carbon by 2050 is offering 6 free trees which can be applied for by Parish Councils.
- A request has been received to have the Councillor Profiles add to the website, refer to communications group.
- An offer of help has been received to promote Great Wilbraham's presence in the Cambridge Independent. This would not be exclusively Parish Council activities but to the wider community also.
- A letter has been received outlining this years Precept procedure, applications are to be with SCDC on or before 31st January 2023.
- A Temporary Traffic Order (TTRO) has been received outlining a planned road closure of Angle End from 23 -25 January for essential works. Advance warning boards will be set out 14 days before the closure. Details of the TTRO are to be posted on the website.
- The Parish Council have received correspondence from concerned residents about the state of the parking outside of The Carpenters Arms and the surrounding areas. Communication has previously been made with the pub but is now felt that a formal letter is going to be required. The Councillors have drafted a letter which will be sent in due course.
- A member of the public has requested information relating to the MVAS data, which has been provided.
- Initial enquires were made on the SCDC Warm Hubs initiative, which is able to offer funding for community spaces that are willing to offer refreshments in a safe, warm and friendly environment. Councillor Burton had been in touch with the Wellbrahams group and it was agreed coffee and lunch sessions they have arranged in the Memorial Hall over the winter months do not require an additional funding at present. However, as the collaborative partner Cambridge Acre is offering training for those wishing to gain more information and Well-brahams had been encouraged to take this up.

92. CO-OPTION

The protocol of advertising the notice of vacancies for the seats on the Parish Council has now been satisfied. Therefore, the Parish Council are able now to co-opt members to fill said seats. **It was proposed by Councillor Burton, seconded by Councillor Page and resolved that Jens Kolind be co-opted to the Parish Council.** Jens Kolind completed the Declaration of Acceptance of Office.

93. FINANCE INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a. The Bank Reconciliation for October 2022 was approved.
- b. No receipts were received

- c. A grant application was received for assistance with funding of the lighting of the Christmas lights and firework display. This event and the arrangements put in place were discussed with the applicant, and it was decided that a contribution of £100 should be given to fund the refreshments. **It was proposed by Councillor Page, seconded by Councillor Burton and resolved that the grant application be approved.**
- d. A grant application was received for £200 to help with funding of the children's Christmas party. **It was proposed by Councillor Dhaliwal, seconded by Councillor Kolind and resolved that the grant application the grant application be approved.**

94. PLANNING

22/04676/HFUL, 22/04677/LBC, 27 Temple End, Great Wilbraham. Replacement single storey rear extension, removal of front porch and minor alterations to house. Repair and conversion of Dovecote. Due to the number of documents relating to this application, the Parish Council wish to seek an extension before submission of comments. Therefore, this application will be moved to the next meeting. **Action:** *Clerk to contact planning to seek an extension.*

95. LOCAL HIGHWAYS IMPROVEMENT SCHEME

- a. Correspondence has been received from the Transport Working Group outlining an application to Low Carbon for 3 MVAS units, which are to be sited at the entrances to the village. The TWG were seeking the approval of the Parish Council in the application. **It was proposed by Councillor Burton, seconded by Councillor Dhaliwal and resolved that the Parish Council would support the TWG's application to Low Carbon.**
- b. It was suggested by the Clerk that an application for the new Local Highways Improvement scheme needs to be decided as soon as possible, therefore it was approved that matter should be sent to the Highway, Transport and Cycleways Committee.

96. COMPLAINTS PROCEDURE

The Complaints Procedure has been reworded to make a more workable document. It was proposed by Councillor Page, seconded by Councillor Kolind and resolved that the Complaints Procedure be adopted with immediate effect.

97. CHURCH STREET DRAINAGE

The drains and gullies on Church Street have recently been jetted and it has been established that there were areas of blockage that have since been cleared. It was also identified that a drainage ditch on Church Street would need to be cleared to prevent further problems as this acts as the overflow. It was proposed by the Parish Council that quotations should be sought to have the ditch cleared. **Action:** Clerk to arrange the quotations.

98. COMMUNICATIONS

Councillor Dhaliwal provided an update to the Parish Council. It agreed that the Councillor Profiles would be added to the website when all are available. It was also suggested that local businesses may be able to advertise on the site. A trial is being undertaken in early 2023 to enable residents to sign up for an App that will provide information from the Parish Council in a more timely manner. It was clarified that this information will be 'one way' ie urgent matters can be sent from the Parish Council, but residents will not be able

to correspond in return to the Council. There is also a possibility that the app will include sub groups so that people can sign up to things that interest them rather than as a whole. Councillor Kolind has agreed to help with logistics of the app.

99. COMMUNITY ORCHARD

Councillor Harmer prepared a report for the Parish Council which was circulated in advance of the meeting. It has now been confirmed that the orchard forms part of the land owned by the Parish Council, so therefore any maintenance in the area should be carried out in accordance with the Parish Council's maintenance schedule. It has been highlighted that some essential works is required to ensure the ongoing success of the Orchard. It was proposed by Councillor Page, seconded by Councillor Kolind and resolved that a budget of £1750 will be allocated to essential works in the Orchard/Cemetery area. The drainage ditch in the orchard also, requires clearing and the Clerk is to arrange for a contractor to come and price the clearing as this is a drainage ditch for the Highway. A local farmer has agreed to come and have a look at the area to see what can be done.

100. COMMUNITY LED PLAN

Councillor Page provided a brief update on the Community Led Plan. Due to other commitments, a meeting of those interested in helping with a Community Led Plan has not yet been held, but this will go forward early in the new year.

101. HOMES FOR UKRAINE

Councillor Burton updated the Parish Council that a lot of people in the village have been keen to help. A support group has been set up (Wilbrahams Refugee Support (WRS) and is in the process of registering as a charity. In the immediate term, however, a family will be moving into the village within the next week. Councillor Burton requested that if possible the Parish Council would act as a proxy bank account while the support group is awaiting confirmation of their own bank account. Councillor Burton have previously sought advice from the Clerk who stated it was possible, but that Councillor Burton and Page (who are Trustees of the planned Charity), will not be permitted to make any bank authorisations on behalf of the support group. Separate accounting statements will be run for group and will be double checked with the remaining Parish Councillors. **It was proposed by Councillor Dhaliwal, seconded by Councillor Kolind and resolved that the Parish Council will act as a proxy bank account for Wilbraham Refugee Charity until their accounts are set up. All payments out on behalf of the group are to be set up by the Responsible Finance Officer and approved by Councillors Dhaliwal and Harmer.**

102. GREATER CAMBRIDGE PARTNERSHIP CONSULTATION

The Greater Cambridge Partnership consultation is open for comment until 23rd December 2022. The Parish Council urges people to look at the proposals and complete the online questionnaire. However, it was discussed that a Parish response could also be advantageous in relation to new bus routes that are proposed in Part 1 of the scheme. The village is currently served with a bus route that is not fit for purpose; this could be a unique opportunity for the village to discuss and make proposals for a service that more suits their needs. Councillor Burton suggested that it was not only the routes into the town that were important, but connections to other villages and large employment areas such as the Biomedical Campus and the Science

Park. This is not limited to bus travel but is also suggested to be regarding cycle connections. Our main focus as a village should be on bus travel, although it was recognised that individuals may also wish to make representation about the congestion charge and the potential for cycle routes. It was therefore suggested that this matter should be sent to the Highways, Transport and Cycleways Committee for future debate.

103. FROG END CHERRY TREES

It was agreed previously that the Bird Cherries located at Frog End, would need to be removed which was agreed by Highways back in July 2022. It was suggested that three quotations need to be sought for the removal of the trees and passed back to Highways. The trees are now causing structural damage to the properties adjacent due to root ingress, therefore it is recommended that the trees be felled as soon as possible. **Action:** *Clerk to forward the quotations to Highways and copy in County Councillor Daunton.*

104. TOFT WAY

The pathways have now been reported on the Highways portal. Trees have been reported to the Parish Council for obstructing the light source and overhanging the path. The Parish Council will write to the homeowner to discuss options for tree trimming.

105. TOFT LANE TREES

Previously a tree branch had fallen from the trees on Toft Lane (Station Road end) and it was raised as a concern that the trees were dead. Communications had been started with Anglian Water over the land owned by them when a tree came across the driveway and damaged a neighbouring fence. Anglian Water did attend but it was identified that the trees were sited outside the boundary of the land owned by them. Investigations ensued and it was identified that the trees are owned by the Diocese of Ely as the field belongs to them. The tree and the debris were cleared by them on the same day and the tree surgeons have agreed that a further 3 trees will need to be felled. However, there are trees that are sited close to the Electricity Sub Station which are not the responsibility of the Diocese but need to be felled also. Councillor Burton will speak to the representative of the Diocese to check on the landownership where the trees are located. **Action:** *Clerk to speak with the Electricity Board to discuss the land ownership and the removal of the trees within this boundary.*

106. AGENDA FOR THE NEXT MEETING

Items for inclusion on next month's agenda to be sent to the clerk 7 days before the meeting.

Planning application 22/0476/HFUL

Precept

107. DATE OF NEXT MEETING

Highways, Cycling and Transport: 8.00pm, Thursday 24th November 2022 Memorial Hall.

Finance Meeting: 7.00pm, Tuesday 13th December 2022, Memorial Hall.

Next Full Council Meeting: 7.30pm Tuesday 13th December 2022, Memorial Hall – URGENT MATTERS ONLY

Meeting closed at 9.33pm.